



## **Business Warehouse Reporting Department Appropriation Summary Report**

- ✓ **Click on Workbooks icon**
- ✓ **Locate the folder titled: Business Warehouse – Folders Only and then locate the Biennial Cost Center Budgeting folder**
- ✓ **Double click on Department Appropriation Summary**
- ✓ **Place cursor in cell “A1” of worksheet**
- ✓ **Click on the refresh icon in the SAP Business Explorer toolbar**
- ✓ **Click “Yes” to refresh the queries**
- ✓ **Fill in Fiscal Year**
- ✓ **Fill in Business Area**
- ✓ **Fill in Cost Center (optional)**
- ✓ **Check query selections by clicking on scales**
- ✓ **Click the execute icon or press F8 to execute the query**
- ✓ **Report will be formatted to print on letter size paper. DO NOT MAKE ANY FORMATTING CHANGES TO THIS REPORT BEFORE YOU SAVE IT TO YOUR AGENCY’S BW FOLDER.**
- ✓ **Click on blue save icon in the BW toolbar**
- ✓ **Click on “Save as a New Workbook”**
- ✓ **Scroll down to your Agency folder**
- ✓ **Click on the 2003-05 folder within your agency folder**
- ✓ **Type the report name in the “Description” box**
- ✓ **Click OK**

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM**  
**Biennial Department Appropriation Summary**

7/1/02

Agency Name        AR STATE LIBRARY  
Agency Code        0519

Appropriation		2001-02		2002-03		Agency Request				Executive Recommendation			
Code	Name	Actual	Pos.	Budget	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
054	Library-State Oprs	2,123,809	42	2,265,240	42	2,919,211	45	3,288,972	45	2,324,136	42	2,384,563	42
054A	Bks & Subscript-46	284,456	0	290,000	0	400,000	0	400,000	0	300,000	0	300,000	0
055	Library-Fed Oprs	1,320,098	14	1,886,346	14	2,521,653	14	2,271,606	14	2,521,653	14	2,271,606	14
858	St Library-Rev	18	0	18,622	0	18,622	0	18,622	0	18,622	0	18,622	0
Grand Total		3,728,381	56	4,460,208	56	5,859,486	59	5,979,200	59	5,164,411	56	4,974,791	56

Funding Sources													
Name	Code		% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
General Revenue	4000010	2,408,265	64.6	2,555,240	57.3	3,319,211	56.7	3,688,972	61.7	2,621,866	0.5	2,681,563	53.9
Federal Revenue	4000020	1,320,098	35.4	1,886,346	42.3	2,521,653	43.0	2,271,606	38.0	2,521,653	0.5	2,271,606	45.7
Special Revenue	4000030	18	0.0	18,622	0.4	18,622	0.3	18,622	0.3	18,622	0.0	18,622	0.0
Total Funding		3,728,381	100.0	4,460,208	100.0	5,859,486	100.0	5,979,200	100.0	5,162,141	100.0	4,971,791	100.0
Excess Appro/(Funding)		0		0		0		0		2,270		3,000	
Grand Total		3,728,381	100.0	4,460,208	100.0	5,859,486	100.0	5,979,200	100.0	5,164,411	100.0	4,974,791	100.0